

SUTTONS BAY TOWNSHIP: NOTICE OF PUBLIC MEETING:

The Regular Meeting of the Suttons Bay Township Board is hereby called for 5:15 PM Wednesday, May 11, 2022.

The Regular Meeting will be held at the Suttons Bay/Bingham Fire & Rescue Authority Meeting room at 201 S. St. Mary's Avenue in Suttons Bay. There will be a Zoom link for remote Attendance.

CALL TO ORDER/ROLL CALL

APPROVAL OF THE AGENDA

PUBLIC COMMENT

Supervisor Appointment
Swearing In new Supervisor

REPORTS:

- Treasurer
- Planning & Zoning
- Parks Supervisor
- Fire Authority
- Parks & Recreation
- Facilities

OLD BUSINESS:

1. Approval of the Minutes: Meetings of April 13, 2022; Special Meeting April 21, 2022; Special Meeting of April 28, 2022 & Special Meeting of May 4, 2022.
2. Payment of the Bills
3. Township Clean Up Day: May 21, 2022/Monitoring

NEW BUSINESS:

1. Copier Maintenance Agreement
2. Accept Planning Commission 2020/2021 Annual Report
3. Update status from Leelanau Soccer Committee

PUBLIC COMMENT / BOARD MEMBER COMMENTS / ADJOURNMENT

Agenda MAY 11, 2022 Regular Township Meeting

**Suttons Bay Township
Parks and Recreation Committee
Draft Minutes of April 20, 2022, Meeting**

HIGHLIGHTS:

1. New officers for 2022 elected
2. Agreement for Bill to move forward with shed purchase for Ice Rink Park
3. Detailed discussion of update to Herman Park Conceptual Plan will take place at May meeting
4. Unanimous agreement to tell Suttons Bay High School there is no room available at Herman Park for two additional courts per their request

CALL TO ORDER:

Pete Ostrowski, Chair, called the meeting to order at 6:32 PM at the Suttons Bay/ Bingham Fire Hall.

ATTENDEES

Present: Pete Ostrowski, Liz Mahaney, Debbie Slocombe, Dennis Rathnaw, Gary Devol, Gary Hoensheid and Bill Drozdalski- Park Supervisor

Public: Field Carden, Dorothy Petrosky

APPROVAL OF THE AGENDA

Debbie moved and Dennis seconded

APPROVAL OF MINUTES- March 2, 2022 Meeting

No changes made. - Attachment A
Dennis moved and Debbie seconded

PUBLIC COMMENT:

None

GUEST SPEAKERS:

None

OLD BUSINESS:

1. **Revised Bylaws- Attachment B**
 - a. High level review of changes
 - b. Agreement that the focus is for the P&R Committee to work with Park Supervisor
2. **Election of Officers**
 - a. Pete re-elected Chairman
 - b. Dennis elected Vice-Chairman
 - c. Liz elected Secretary
3. **Parks Supervisor Report- Attachment C**
 - a. Ice Rink Plan

- i. Bill worked with Jesse Fox and 3 other skaters for conceptual drawing for Ice Rink with a shed
 - ii. Unanimous agreement by P&R Committee that any changes to the park should not include reduction of actual pond size
 - iii. Agreement that Bill should move forward with purchase of shed that will replace the budgeted trailer cost of \$10,000
 - iv. Shed will be delivered late summer/early fall
 - v. Bill is working on cost estimate to get electricity to the park/shed
 - vi. Request made by Pete that moving forward, in the spirit of the bylaws, that Bill work with the Committee on any vision/changes to park layouts and use the project template designed and approved by the Committee
- b. AARP Grant
 - i. Bill said he only had a 3-day notice to apply for grant
 - ii. Bill focused his request based on the Five Year Parks Plan
 - iii. Will need more than the \$48k grant money for updates (ramp to water, ADA picnic tables, benches with backs)
 - iv. Request by committee to consider ADA Kayak hoists/ramp- research will be done
 - v. Request by Committee to Bill that he loop the P&R Committee in and work with Committee on grants per bylaws.
 - vi. Bill reminded committee that the Blue Water Committee looked at Township several years ago and we were not selected at that time per criteria
- c. Herman Park Entrance
 - i. Bill reported Township pays just under \$1700 per year for mulch and upkeep for sign area at entrance
 - ii. Bill has one bid and is getting two more for continuation with current look
 - iii. Bill proposed re-purposing pea gravel to replace mulch. Debbie reported it would need to be washed. She suggested using it for rings around the trees to assist the mowing
 - iv. Debbie proposed the Committee volunteer their time to install the mulch to save on costs
 - v. Unanimous agreement by the Committee to keep the entrance as is with the mulch
- d. Request by Pete and the Committee that in the spirit of the bylaws that Bill work with the Committee first on anything visionary for the parks or proposed changes to park layouts. We can then present these together to the Township Board including varying opinions on changes

4. Herman Park

- a. Agreement that the current plan was approved by the Township Board as a conceptual plan only (not final). The Parks & Rec Committee had no input on the Plan submitted to the Township by Bill.
- b. Much discussion around compents of Herman Park and the decision was made that this needs to be the focus of a meeting (May) due to length of time needed as wellll as forethought of each Committee member and Bill (A few discussion highlights below)
- c. Need to get with Pump Track organizers on desired location- Pete
- d. Dog Park- need to form sub-committee.
- e. Tennis Courts
 - i. After much discussion, agreed to tell Suttons Bay High Scoool there is no

- room for an additional two courts per their request
- ii. Bill suggested we need to powerwash courts a few times per year to aid in keeping the re-surfacing looking good and lasting longer
- iii. Screens will go up this Saturday with Pete and volunteers
- f. Pickleball courts
 - i. Need to get cost estimate for 4 more courts (Bill thinks at least \$70-\$75k based on prior installation costs)
- g. Suffleboard
 - i. Again, running out of land. Perhaps consider additional land purchase from the Hermans
- h. Playground
 - i. Discussion around placement
 - ii. Future cost will be \$75k- \$100k
 - iii. Debbie will research budgeted carryover money

5. New Meeting Date

- a. Agreement by Committee to have the meeting the 3rd Wednesday of the month per Township Board request.

NEW BUSINESS:

1. Soccer Club Email – Attachment D

- a. Bill will get with Len on mowing requests for the season

2. New Year Budget

- a. Debbie will research budgeted carryover money by line item (Ex: playground "restricted funds")
- b. Wait one more year to resurface courts

PUBLIC COMMENT:

1. Field Garden

- a. Tennis Courts are only used 10% of the time. There is no room or public demand for 2 more courts at Herman Park
- b. Possible use of Tennis Courts(when not in use) by pickleball players- temporary line tape that would peel up quickly
- c. Concern that current resources should be reallocated if not being used
- d. Discussion around student total population and number of sports teams. Is the interest there? Could the use courts located at condos?

COMMITTEE MEMBER COMMENTS:

- 1. Gary Hoensheid resignation from P&R Committee end of June 2022
- 2. Bill spoke with ad hoc members Jerry and Barb live and they have requested to be removed as members

ADJOURNMENT:

- The meeting was adjourned at 8:23 pm
- Next meeting scheduled on Wednesday May 18 , 2022 at 6:30 PM.

Minutes by Liz Mahaney, Secretary

DRAFT MINUTES

SUTTONS BAY TOWNSHIP REGULAR BOARD MEETING APRIL 13, 2022

CALL TO ORDER

Rich Bahle, Supervisor, called the Suttons Bay Township Regular Board Meeting to order on Wednesday, April 13, 2022, at 5:15 p.m. at the Suttons Bay/Bingham Fire and Rescue Authority meeting room at 201 N. St. Mary's Avenue in Suttons Bay, Michigan.

ROLL CALL

Present: Rich Bahle, Sandy VanHuystee, Tom Nixon, Debbie Slocombe,
Dorothy Petroskey

Absent: None

Staff Present: Steve Patmore, Marge Johnson (via Zoom)

APPROVAL OF THE AGENDA

Dorothy Petroskey/moved, Rich Bahle/supported, to approve the agenda as amended, adding under New Business, #2 - Recreation Committee Appointments - Resignation of Gary Hoenscheid, passed.

PUBLIC COMMENT

No comments.

REPORTS

- Treasurer - As presented.
- Planning & Zoning - As presented.
- Fire Authority - Election of officers, approved ballot language for August election, authorized Fire Chief to hire a consultant to work with the ISO ratings.
- Parks & Recreation - Bill Drozdalski submitted Parks Supervisor Updates - 2 pages. Rich Bahle said he would like the Rec Committee to be involved with the site plan process.
- Facilities - Tom Nixon - carpet to be installed in the office. Looking at comprehensive camera plan for security for township offices.

OLD BUSINESS

1. Approval of Minutes -
February 9, 2022 -

Tom Nixon/moved, Sandy VanHuystee/supported, to approve the February 9, 2022 Minutes with the correction of scribner errors, passed.

March 9, 2022- Regular Meeting

Tom Nixon/moved, Dorothy Petroskey/supported, to approve the March 9, 2022 Minutes, passed.

March 24, 2022 - Special Meeting

Tom Nixon/moved Rich Bahle/supported, to approve the March 24, 2022 Minutes, passed.

March 9, 2022 - Annual Truth In Taxation & Budget Hearings

Tom Nixon/moved, Rich Bahle/supported, to approve the March 9, 2022 Annual Truth In Taxation & Budget Hearings, passed.

2. Payment of the Bills

Sandy VanHuystee submitted bills for payment. Bills added - Accident Fund-Workers Comp, Gosling Czubak, Figura Law, Hansen Plaza, Jill Williamson and postage - Total bills - \$27,333.27.

Sandy VanHuystee/moved, Dorothy Petroskey/supported to pay the bills in the amount of \$27,333.27, passed.

3. Recreation Committee: Rules of Procedure

Dorothy Petroskey said the Rules of Procedure are essentially as discussed. Parks & Rec will review them next Wednesday.

Debbie Slocombe/moved, Dorothy Petroskey/supported, to approve the Recreation Committee: Rules of Procedure as amended, passed.

4. Township Clean Up Day: May 21, 2022/Monitoring

Rich Bahle said Township Clean Up Day is Saturday, May 21, 2022 from 9 am to 12 noon at the County Road Commission property. Debbie and Jeff Slocombe agreed to volunteer at cleanup day.

5. County Road Commission Engineer Introduction

Rich Bahle said the County Road Commission Engineer is not present at this meeting for introduction.

6. Accept Supervisor Resignation

Rich Bahle/moved, Tom Nixon/supported to accept Rich Bahle's resignation as Suttons Bay Township Supervisor, letter of February 9, 2022, passed. Rich Bahle said it has been a pleasure with the Board.

NEW BUSINESS

1. Supervisor Position-Candidate Search

A notice was posted that Suttons Bay Township is looking to appoint the Township Supervisor thru November 20, 2024 at 12 pm. Duties of the Supervisor were listed. Asking for response by April 25, 2022.

Sandy VanHuystee said one candidate has applied. Tom Nixon said one candidate withdrew its name because discouraged with the salary. Rich Bahle requested that the salary study which was previously prepared be reviewed.

2. Recreation Committee Appointments:

Rich Bahle/moved, Debbie Slocombe/supported, to appoint Dennis Rathnaw for 3 years from 1-1-2022 to 12-31-2024, passed.

Debbie Slocombe/moved, Tom Nixon/supported, to appoint Hadley Dickenson for 3 years from 1-1-2022 to 12-31-2024, passed.

Resignation - Gary Hoensheid.

Gary Hoensheid submitted his letter of resignation from the Parks & Rec Committee effective the end of June, 2022.

Rich Bahle/moved, Dorothy Petroskey/supported, to accept the resignation of Gary Hoenscheid from the Suttons Bay Township Parks & Rec Committee, effective June 20, 2022, passed.

Debbie Slocombe said Gary Hoenscheid is recognized for his work on the Parks and Rec Committee.

3. Peck Road/Leelanau Watersports/pending litigation

Rich Bahle said there is pending litigation with the Peck Road/Leelanau Watersports. Rich Bahle said he authorized the township attorney to have a conversation with the plaintiff's attorney.

4. Possible Review of Board of Review Decisions

Memo submitted from Christy Brow, Township Assessor regarding

possible review of Board of Review Decisions - Glenn M. & Patricia Barnes property.

Rich Bahle said the decisions of the Board of Review need to be reviewed by the appropriate State agencies. Appeal goes to Michigan Tax Tribunal and an appropriate document is filed with the State Tax Commission.

Kit Wilson appeared on behalf of Christy Brow. There will be filing fees to fund the appeals, approximately \$120.00 per parcel. The Appeal goes to the Michigan Tax Tribunal and classification goes the State Tax Commission which typically does not include any fees. The filings are due by June 30, 2022, and the property owners would be notified of how the appeal reads of the petitioner's merits and arguments, and they would have a chance to respond, and then a hearing would be scheduled. Both parties will be notified of the hearing date. Kit Wilson said she will meet with Glenn and Patricia Barnes.

Rich Bahle/moved, Dorothy Petroskey/supported, to authorize the assessor to file an appeal by the township as the Petitioner with the Michigan Tax Tribunal regarding the Glenn M. & Patricia Barnes properties, and file an appropriate document with the State Tax Commission, passed.

PUBLIC COMMENT/BOARD MEMBER COMMENTS

Bill Drozdalski - Craig Brown is the Road Commission Engineer.

Lois Bahle - Congratulations to Rich Bahle, a valued leader.

Patricia Barnes - We are the property owners of record with regard to the Board of Review Decisions. The assessor has chosen to disagree with the opinion of the Appeals Board and to bring it to the township board. Hope the appeals board had the power to do what they did. Asking that they be treated fairly and equitably.

Tom Nixon - Thank you Rich Bahle for your years of service. Wish you the very best in your retirement.

ADJOURNMENT

Rich Bahle adjourned the meeting at 6:12 p.m.

Minutes by Marge Johnson, Recording Secretary
Sandy VanHuystee, Clerk

MINUTES
SUTTONS BAY TOWNSHIP BOARD
SPECIAL MEETING
April 21, 2022

CALL TO ORDER – SPECIAL MEETING

Rich Bahle called the meeting to order at 8:30 a.m. at the Suttons Bay Township offices at 95 W 4th Street, Suttons Bay, MI.

ROLL CALL - Quorum Present

Present: Rich Bahle, Sandy VanHuystee, Dorothy Petroskey, Tom Nixon and Debbie Slocombe

Staff: Steve Patmore

Guests: Sharon Livingston & Gary Hoensheid

APPROVAL OF THE AGENDA

As presented.

PUBLIC COMMENT

Sharon Livingston stated that Leelanau Watersports, LLC has not followed the zoning ordinance from the beginning. The Township should not allow them to set a precedence.

Gary Hoensheid said if decisions were made that were wrong than the Township should do right by it.

Rich Bahle stated that this meeting is in response to the litigation and correspondence received by the attorney.

Rich Bahle/moved, Sandy VanHuystee/supported, to enter into closed session to discuss the email from the attorney regarding litigation with Leelanau Watersports. PASSED.

Entered closed session at 8:36 a.m.

Returned to open session at 8:58 a.m.

Tom Nixon moves, Dorothy Petroskey supported to recommend that the Suttons Bay Township Board accept the stipulation provided by the Appellant; the stipulation does not determine the outcome of the site plan review, but instead requires the planning commission to base their decision on findings of fact and citations to the zoning ordinance as required under the Michigan Zoning Enabling Act. PASSED.

Tom Nixon and Rich Bahle stated they had an applicant for the Suttons Bay Township Planning Commission. Rich suggested a special meeting to appoint Tom Koernke and to set special meeting to review applications and provide update on the Stipulation to Remand regarding Leelanau Watersports. Special meeting scheduled for April 28, 2022 at 8:00 a.m.

Meeting Adjourned at 9:14 a.m.

Minutes by
Sandy VanHuystee, Clerk

A Special Meeting of the Suttons Bay Township Board was held on Thursday April 28, 2022 beginning at 8 a.m.

Members present: Bahle, Nixon, Petroskey, Slocombe, Van Huystee

Guest: Bill Drozdalski

Supervisor Bahle called the meeting to order.

Purpose of meeting: Supervisor Position-set date to interview candidates
Planning Commission appointment
Update on Leelanau Watersports litigation
Any other business that might come before the board.

Board comments: Slocombe asks that we set up a date for interviews and prepare questions to be asked. Nixon said each board member should have their own questions to ask and Petroskey stated that we have 3 good applicants and should be interviewed and since Tom Nixon is a candidate, he can also interview the candidates as a trustee and can vote for the supervisor position.

A motion by the VanHuystee to have a special meeting on May 4 beginning at 8 a.m. to interview and appoint one of the candidates to fill the supervisor position, supported by Slocombe. All ayes

Planning Commission appointment. A motion by Bahle to appoint Tom Koernke to fill term to December 2022 vacated by Amy Coleman, supported by Dorothy Petroskey. All ayes.

Update on the Leelanau Watersports Litigation: Judge signed document on Monday April 25, 2022 and Steve let the Board know that it is on the agenda for the Planning Commission meeting next week. Steve has talked with attorney and we are within compliance of the order. Our attorney is working with their attorney and will be at the Planning Commission meeting. Board clearly states needs to move forward in a timely manner. Tom recommends to meet with Dennis, Rich and Attorney in making progress on this matter. Recommended Steve set up meeting.

Van Huystee stated that Kevin Pryor has an estimate for paving, patching and stripping parking lots and that our portion of the cost approximately \$1,100. A motion by Rich Bahle, supported by Tom Nixon to approve the request for maintenance. All ayes. Motion carried.

At this time, more comments regarding the supervisor position regarding doing interviews, do we need too and after further discussion it was recommended to rescind above motion Bahle, supported by Slocombe. All ayes.

Further comments that the Board hold public interviews. A motion by Bahle, supported by Slocombe to conduct interviews on May 4th beginning at 8 a.m. and make the appointment at our Regular Township Board Meeting on May 11th. Dorothy stated again, that Tom Nixon, a candidate will interview other candidates as a trustee and can vote on the supervisor position.

Board set the candidate schedule as follows: Tom Nixon 8 a.m., Dennis Rathnaw at 8:15 and Doug Periard at 8:30. Clerk to notify the candidates.

Comments from Bill Drozdalski that it is appropriate to conduct interviews since we do have 3 candidates for this position.

No other business to come before the Board, the meeting adjourned at 9:30 a.m.

Submitted by
Sandra Van Huystee
Clerk

MINUTES
SUTTONS BAY TOWNSHIP BOARD
SPECIAL MEETING
May 4, 2022

CALL TO ORDER – SPECIAL MEETING

Sandy VanHuystee called the meeting to order at 8:00 a.m. at the Suttons Bay Township offices at 95 W 4th Street, Suttons Bay, MI.

ROLL CALL - Quorum Present

Present: Sandy VanHuystee, Dorothy Petroskey, Tom Nixon and Debbie Slocombe

Guests: Dennis Rathnaw, Sharon Livingston, Mary Nixon & Susan Odom

Clerk VanHuystee stated that the purpose of the meeting was to hold interviews for the position of the Supervisor. Three applications were received with one applicant withdrawing. The two applicants interviewed were Tom Nixon and Dennis Rathnaw. Clerk VanHuystee noted that the appointment will be made at the Township Board meeting on May 11, 2022 with the applicant sworn in at that time.

PUBLIC COMMENT: Public comments were received from Sharon Livingston and Susan Odom.

Meeting Adjourned at 8:40 a.m.

Minutes by
Sandy VanHuystee, Clerk

Suttons Bay Township
Unpaid Bills Detail
 As of May 11, 2022

Type	Date	Num	Due Date	Aging	Open Balance
BS & A Software					
Bill	05/11/2022		05/21/2022		1,802.00
Total BS & A Software					1,802.00
Christy Brow					
Bill	05/02/2022		05/12/2022		448.04
Total Christy Brow					448.04
Debbie Slocombe					
Bill	05/02/2022		05/12/2022		127.45
Total Debbie Slocombe					127.45
Dena Smith					
Bill	05/11/2022		05/21/2022		264.00
Total Dena Smith					264.00
Donna Popke					
Bill	05/11/2022		05/21/2022		216.00
Total Donna Popke					216.00
Dorothy Petroskey					
Bill	05/02/2022		05/12/2022		2,166.44
Bill	05/11/2022		05/21/2022		332.95
Total Dorothy Petroskey					2,499.39
DTE Energy					
Bill	05/11/2022		05/21/2022		137.32
Total DTE Energy					137.32
Federal Tax Deposit					
Bill	05/11/2022		05/21/2022		1,833.38
Total Federal Tax Deposit					1,833.38
Figura Law Office					
Bill	05/11/2022		05/21/2022		256.00
Total Figura Law Office					256.00
Gosling Czubak					
Bill	05/11/2022		05/21/2022		4,343.00
Total Gosling Czubak					4,343.00
Jean Ann Moe					
Bill	05/11/2022		05/21/2022		372.00
Total Jean Ann Moe					372.00
Jennifer M. Herman					
Bill	05/11/2022		05/21/2022		288.00
Total Jennifer M. Herman					288.00
Jill Williamson					
Bill	05/11/2022		05/21/2022		75.00
Total Jill Williamson					75.00
Leelanau County Treasurer					
Bill	05/11/2022		05/21/2022		30.80
Total Leelanau County Treasurer					30.80

Suttons Bay Township
Unpaid Bills Detail
 As of May 11, 2022

Type	Date	Num	Due Date	Aging	Open Balance
Leelanau Enterprise					
Bill	05/11/2022		05/21/2022		122.90
Total Leelanau Enterprise					122.90
Marge Johnson					
Bill	05/11/2022		05/21/2022		221.64
Total Marge Johnson					221.64
Michigan Assessing Service					
Bill	05/11/2022		05/21/2022		3,748.16
Total Michigan Assessing Service					3,748.16
Norma Neve					
Bill	05/11/2022		05/21/2022		241.63
Total Norma Neve					241.63
Pahl's Country Store					
Bill	05/11/2022		05/21/2022		700.00
Total Pahl's Country Store					700.00
Roberta Roubal					
Bill	05/11/2022		05/21/2022		288.00
Total Roberta Roubal					288.00
Sandra Lindley					
Bill	05/11/2022		05/21/2022		288.00
Total Sandra Lindley					288.00
Sandra Van Huystee					
Bill	05/02/2022		05/12/2022		2,166.28
Total Sandra Van Huystee					2,166.28
Spectrum Business					
Bill	05/11/2022		05/21/2022		259.64
Total Spectrum Business					259.64
Steven Patmore					
Bill	05/02/2022		05/12/2022		2,950.71
Total Steven Patmore					2,950.71
Team Bob's Heating & Cooling					
Bill	05/11/2022		05/21/2022		156.00
Total Team Bob's Heating & Cooling					156.00
Tom Nixon					
Bill	05/02/2022		05/12/2022		127.45
Total Tom Nixon					127.45
Village of Suttons Bay					
Bill	05/11/2022		05/21/2022		63.48
Total Village of Suttons Bay					63.48
William Drozdalski					
Bill	05/11/2022		05/21/2022		121.08
Total William Drozdalski					121.08
TOTAL					24,147.35



6005 E. Traverse Hwy.
Traverse City, MI 49684

COPIER MAINTENANCE AGREEMENT

Company Name **Suttons Bay Township**

Location of copier address **85 W Fourth Street Suttons Bay, MI 49682**

Billing address **PO Box 475 Suttons Bay, MI 49682**

Contact **Sandy**

Phone **231-271-2722**

Fax

Email

Starting Date **5/26/2022**

Ending Date **5/25/2023**

Starting Copy Count **WILL CALL ON FOR COUNT**

Ending Copier Count

Model # **MX-M266N**

S.N. # **6501861Y**

NBS # **3333**

Cost per Copy **.023**

Estimated Yearly Cost **\$1150.00**

Estimated Yearly Volume **50,000**

(Overages billed every 12 months at .023 per copy)

Non taxable (circle one)

If non taxable attach tax exempt form

Comments : **Computer / network support is not included in copier hardware maintenance agreements.**

X

Authorized Signature

Date

I have received and read a copy of the Terms and Conditions of NETLINK, and I accept the Terms and Conditions, for the COPIER MAINTENANCE AGREEMENT from NETLINK. I also acknowledge that I have authority to sign this agreement for the business listed above

The above pricing will remain unchanged for 12 months.

Technical support requests may be made by calling NETLINK at (231) 946-8808.

Suttons Bay Township Planning Commission Annual Report 2021

May 2021 to April 2022

The Suttons Bay Township Planning Commission's Annual Report is presented to the Township Board every June. The Annual Report outlines the Planning Commission's work accomplished or in progress. With the pandemic carrying over into 2021, Zoom was still used for meeting purposes but since transitioned to in-person meetings with Zoom still available for public use. This period of time also saw Patti Miller replace Amy Coleman on the Planning Commission.

Zoning Ordinance Overhaul

The main focus of the Planning Commission over the last year has been on completing the overhaul of the Zoning Ordinance. The Planning Commission took their time to craft a Special Events article that met the needs and desires of the Township over the course of a few meetings. They also considered their Land Use Map if there were areas where expanding residential opportunities existed.

On December 7, 2021, a full draft Zoning Ordinance was released for Planning Commission review. The full document is nearly 200 pages and the Planning Commission is nearing completion of its initial review of the plan. After some questions are answered, revisions are made to the draft, and the Planning Commission approves, the draft Zoning Ordinance will be sent out for legal review. After legal review and necessary revisions to ensure legal compliance, the Zoning Ordinance will begin its process for approval, which includes a public hearing and Township Board approval.

Site Plan Review - Public Hearings

Although not as busy as years past, the Planning Commission reviewed 3 site plans and held 2 public hearings. In January of 2021, the Planning Commission was approached for a change of use from residential to commercial at 1274 South Peck Road. After multiple meetings, on June 1, 2021, it was the decision of the Planning Commission that the request be denied based on the site plan not meeting components of Article 19: Site Plan Review.

Also on June 1, 2021, the Planning Commission was asked to consider a Homestretch Non-Profit Housing Corporation request for a proposed eight (8) unit multi-family development at 525 North Marek Road. They scheduled a July 6, 2021 public hearing at which they approved, with conditions, a special land use permit to construct the requested eight unit multi-family project. The Planning Commission also placed a 2 year expiration date if a land use permit or meaningful progress had not been achieved that could be extended by an additional 2 years with written request.

At the April 12, 2022 Planning Commission Special Meeting, the Planning Commission opened a public hearing to consider a special land use permit and site plan review for 9 Bean Rows seasonal worker housing requests. There was still more information needed to fully consider the request, so the public hearing was tabled until the following month.

Other Planning Commission Considerations

- The Planning Commission has discussed the need to examine solar power in relation to the Zoning Ordinance. It was determined that this would take place after the completion of the Zoning Ordinance Overhaul project.
- Other items the Planning Commission would like to consider include food trucks. Again, this item would be discussed after the Zoning Ordinance Overhaul is completed.
- Some Planning Commission members have taken advantage of training opportunities provided by Michigan State University Extension or Leelanau County Planning Commission on topics such as Right to Farm and Solar.

Respectfully Submitted by the Members of the Planning Commission:

Chair	Dennis Rathnaw
Vice-Chair	Don Gregory
Secretary	Dee McClure
Members	Rhoda Johnson
	Tom Nixon
	Doug Periard
	Andy Brandt
	Patti Miller
	<i>Vacant</i>

Planning & Zoning Staff:

Mathew Cooke, Planner, Networks Northwest
Steve Patmore, Zoning Administrator

From: "Mankowski, Leonard" <leonard.mankowski@woodplc.com>
Date: April 15, 2022 at 10:58:47 AM EDT
To: tommarn@charter.net, Sarah Melius <meliusa@icloud.com>
Cc: Pete Ostrowski <powazski@gmail.com>
Subject: Herman Park - LSC

Hello Tom-

Hope you are well. It doesn't feel like it today, but spring is upon us! Rosters and schedules for LSC's spring soccer season are coming together!

Here's a brief status update from LSC:

- Coaches have mostly been identified and we have broken kids into rosters (still working through some late registrants).
- The league plans to begin games (Saturdays mostly) beginning April 24 and coaches are beginning to set practices. Practices for our rec teams could begin as early as next week (4/18).
- League activities will be held through June 11.
- LSC does not propose to begin activities at Herman Park until the new grass has really sprouted – so tentatively, we would hope to paint fields and begin using Herman Park beginning around the last week of April (~4/26).
- LSC proposes to use Herman Park on a somewhat limited basis for this spring. LSC is planning on only having kids in our U11/U12 age group practicing and/or playing there to keep the pressure on Park resources somewhat low and give us a nice "break in" period to see how parking/bathrooms and all of that work out.
- Because the U11/U12 team(s) that would use these fields will be temporarily be looking at other venues in the near term to begin practices, we don't yet have the proposed practice schedule at the park available. We may have one U13/U14 aged team also interested in using the fields for occasional practices (they typically practice at the Suttons Bay High School field – so this would be for when there are game conflicts).
- The formal game schedule for the league has not yet been set.

Sarah Melius (copied on this email) is the Suttons Bay Area Coordinator and she will be taking the reigns for future communications. Was also hoping to know how/to whom we should be communicating the details for the schedule etc.?

As an aside, LSC would be happy to submit brief, monthly, summary reports to the board to document our usage and maintain strong lines of communication. Let us know if you think that would be helpful. Along those lines, I wanted to provide a brief summary report of activities performed by LSC and/or its members at the Herman Park athletic fields in 2021:

- June – LSC Board Members/parents formed a bucket bigrade to walk the fields and move large rocks from the newly planted athletic fields.
- July – LSC bought 600# of fertilizer to the newly installed athletic fields – LSC Board Members/parents also applied the fertilizer and did additional rock removal.
- October – LSC Board Member Len Mankowski bought and applied 750# of fertilizer to the athletic fields (including the expanded irrigation area) and performed additional rock removal

from the ground surface. An additional 125# of grass seed was also purchased by Len Mankowski and mixed into the soil to the area covered by the newly added irrigation zones. During follow up checkins we saw that the applied seed did sprout before the winter season took hold and hopefully established a viable root base. Len rented a walk behind mixer and roller from Northern Lumber Rentals to apply the seed. Note – none of these activities were funded directly by LSC.

- 2021 Activities were performed at the request of Deb Slocombe and were based on recommendations from the original hydroseeder (Tom's) and in consultation with staff at McGough's in Traverse City. Fertilizer & seed was purchased through McGough's in Traverse city (McGough's provided a discount on both the seed and fertilizer).
- LSC did not use the athletic fields for league soccer in 2021.

Thanks,
Len

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